



Request for Proposals Roadway Repairs

The Town of Kitty Hawk is seeking qualified contractors to repair sections of four (4) roadways within the Town of Kitty Hawk.

Attached you will find a "Request for Proposals", which identifies the project anticipated to be undertaken by the Town of Kitty Hawk during the contract period.

To be considered all responses must be submitted in writing no later than **January 24, 2024, 10:00 AM EST**. Firms mailing responses should allow delivery time to ensure timely receipt of their proposals. The responsibility for getting the response to the Town of Kitty Hawk's Purchasing Agent on or before the specified time and date is solely and strictly the responsibility of the responding firm. The Town will in no way be responsible for delays caused by any occurrence. Responses may be hand carried or mailed to:

**Town of Kitty Hawk
Attn: William S. Midgett
P.O. Box 549
965 W. Kitty Hawk Road
Kitty Hawk, NC 27949**

For complete information about this request, please visit: <https://www.kittyhawkncc.gov/>

**REQUEST FOR PROPOSALS
ROADWAY RESURFACING
TOWN OF KITTY HAWK**

INTRODUCTION

The Town of Kitty Hawk is seeking qualified contractors to repair sections of four (4) roadways within the Town of Kitty Hawk.

PROJECT DESCRIPTION

The Town of Kitty Hawk is requesting statements of proposals to enter into a contract for the repair of four (4) roadways and one (1) section of roadway to be overlayed located within the Town of Kitty Hawk. The roads are Winsor Place (repair and overlay), Ivy Lane, Pineway Drive, and Thick Ridge Road.

This project should be **completed prior to May 30, 2024.**

Scope of Work

The general scope of services includes:

- Stabilize any shoulder that is “washing out” with ABC stone. (minimal)
- Sawcut repair areas, remove tree roots.
- Install 6” of compacted ABC stone.
- Prepare the shoulders and roadway for resurfacing. This includes grading, wedging, leveling course, removal of broken asphalt, and/or the removal of obstructions (i.e., mailboxes, fence posts, etc.).
- For Winsor Place, resurface the roadway utilizing 1.5” (compacted) SF 9.5 asphalt ensuring sufficient crown for water runoff.
- Replacement of mailboxes, etc.
- Final dressing of shoulders.

Content of Response to Request for Proposals:

Interested firms must submit a written proposal no later than **10:00 AM EST on January 24, 2024**. All Proposals should be addressed to:

William S. Midgett, Public Works Director

U.S. Mail:

P.O. Box 549
Kitty Hawk, NC 27949

Parcel or in person delivery:

965 W. Kitty Hawk Road Drive
Kitty Hawk, North Carolina 27949

Subject: Roadway Repairs

Subject: Roadway Repairs

Any questions related to this Request for Proposals should be directed to William Midgett at wmidgett@kittyhawktown.net or 252-261-1367.

- The written Proposal must be received by the deadline above. Responses received after the deadline above will not be accepted or considered “Late”. Proposals will be deemed invalid and returned unopened to the firm.
- Responses submitted must be concise and address the objectives requested.
- Firms providing responses shall be licensed, insured and responsible for complying with North Carolina laws, regulations, and local ordinances.
- The Town of Kitty Hawk reserves the right to waive any informalities, to reject all responses to the Request for Proposals, and to accept any responses which in its opinion may be in the best interest of Town of Kitty Hawk.

Preparation

Written proposals should include:

- General scope of work with a total project cost.
- Certificate of Liability Insurance
- Copy of Contractor’s License
- IRS Form W-9
- Non-Collusion Affidavit

General Terms and Conditions:

- All costs incurred by the Proposer associated with RFP preparations and subsequent interviews and/or negotiations, which may or may not lead to execution of an agreement, shall be borne entirely and exclusively by the Proposer.
- All responses, inquiries, or correspondence relating to the RFP will become the property of the Town Kitty Hawk when received and will not be returned.
- The Town Kitty Hawk reserves the right to refuse any or all packages received that do not meet the criteria listed above or that are received after the due date and time.
- The Town Kitty Hawk reserves the right to expand the scope of the project with the selected organization based on the results of the initial study.
- The Town of Kitty Hawk encourages all businesses, including DBE, minority and women owned businesses to respond to all Request for Qualifications.
- If any subconsultants or contractors will be used the successful firm shall provide the Town a list of any subconsultants and be responsible for all services performed.
- Nothing contained in any contract resulting from the RFP will create any contractual relationship between the Town and the subcontractor.
- The selected firm will be expected to maintain in force, at his own expense, such insurance as will protect the firm and the Town, to include professional liability (E&O) from claims which may arise out of or result from the firm's execution of the work, whether such execution be by himself, his employees, agents, subcontractors/engineers, or by anyone for whose acts any of them may be liable.

Method of Evaluation

The Town's Public Works Staff will review and evaluate the proposals. The decision will be based on a review of each contractor and the total cost of the project.

The Staff recommendation will be presented at the Town's next Council meeting (2/5/24) for acceptance.

NON-COLLUSION AFFIDAVIT

State of North Carolina

_____, being first duly sworn, deposes and says that:

1. He/She is the _____ (title) of _____ (firm's name),
the responder that has submitted the attached response;
2. He/She is fully informed respecting the preparation and contents of the attached response and of
all pertinent circumstances respecting such response;
3. Such response is genuine and is not a collusive or sham response;
4. Neither the said responder nor any of its officers, partners, owners, agents, representatives,
employees or parties in interest, including this affiant, has in any way colluded, conspired, connived
or agreed, directly or indirectly, with any other responder firm or Person to submit a collusive or
sham response in connection with the contract for which the attached response has been submitted
or to refrain from responding in connection with such contract, or has in any manner, directly or
indirectly sought by agreement or collusion of communication or conference with any other
responder, firm or person to fix the price or prices in the attached response, if applicable, or of any
other responders, or to fix any overhead, profit or cost element of the response price of the response,
if applicable, of any other responder or to secure through collusion, conspiracy, connivance or
unlawful agreement any advantage against the Town of Kitty Hawk or any person interested in the
proposed contract; and

Signature

Title

NOTARIZE

Subscribed and sworn to before me,

This _____ day of _____, 20____

Notary Public _____

My Commission Expires: _____

Post Office Box 549
101 Veterans Memorial Drive
Kitty Hawk, NC 27949



Phone (252) 261-1367
Fax (252) 261-3274
wmidgett@kittyhawktown.net

12/14/2023

MEMORANDUM

From: W. S. Midgett
Public Works

Reply to: W. S. Midgett
Attn of: Director
252-261-1367

To: Bidders

Subj: REQUEST FOR QUOTE

1. Enclosed is the scope of work for asphalt repair at various locations within the Town of Kitty Hawk. These areas are located in Kitty Hawk Estates and the Kitty Hawk Landing neighborhoods.
2. We are trying to utilize your expertise to keep our costs down. This would mean that we would welcome any recommendations you may have, as a determination for what is best for this project.
3. I am available to meet with you at any of the sites, or in the office, should you have any questions. I have marked the repair areas with pink paint. Please let me know if there is any confusion.
4. We would also like to have the quote on a per ton basis with a total cost not to exceed the final price with any difference in quantity rebate, similar to a NCDOT bid.
5. Bids are to be received by **2:00 pm on January 24, 2024**. We will open the bids, at the Kitty Hawk Town Hall, at that time.
6. Thank you for your time to complete this request. Please do not hesitate to contact me; at 252-261-1367 (office) or 252-202-6202 (cell), should you have any immediate questions or concerns.

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Encl: (1) Scope of Work, and Map (Winsor, Poplar)
(2) Scope of Work, and Map (Ivy)
(3) Scope of Work, and Map (Pineway)
(4) Scope of Work, and Map (Thick Ridge)

Winsor Place, Poplar Court

Location: Winsor Place is located in Kitty Hawk, NC and intersects with Winsor Place. This is located within the Kitty Hawk Estates subdivision.

Description: Winsor Place is a class “A” (minimal traffic) road with residential traffic and no through traffic. It intersects with Birch Lane near the entry point of Kitty Hawk Estates. Garbage trucks also use this road twice weekly for garbage collection.

The road is comprised of a 2” hot-mix asphalt coat over an unknown base (probably clay) of unknown thickness.

The resurfacing area is from Winsor Place intersection east appx 840’ to the Sycamore Ln intersection, to include appx 230’ of Poplar Ct, and the Sycamore Ln intersection.

Scope of Work: The contractor shall:

- Where marked, saw cut, dig out tree roots, fill with 6” compacted ABC stone and 2” compacted of SF 9.5 asphalt.
- Stabilize any shoulder that is “washing out” with ABC stone.
- Prepare the shoulders and roadway for resurfacing. This includes grading, wedging, leveling course, removal of broken asphalt, and/or the removal of obstructions (i.e. mailboxes, fence posts, etc.).
- Resurface the paving area utilizing 1.5” (compacted) SF 9.5 asphalt and ensuring sufficient crown for water runoff, and smooth transitions. 2” (compacted) over areas not previously paved.
- Replacement of mailboxes, etc.
- Final dressing/grading of shoulders.

The contractor shall verify any measurements provided.

The contractor shall be responsible for having all utilities located and for any repairs that may be necessary due to damage by the contractor.

The contractor shall ensure that mail service is not interrupted.

The contractor shall ensure that customers will be able to access the businesses and homeowners can get to their property.

Quality: The Town of Kitty Hawk will require a one (1) year warranty for the performed work.

Safety: The contractor shall follow all rules and regulations set by OSHA, the State of North Carolina, and Kitty Hawk Town Code, pertaining to the work being performed.

Point of Contact: W. S. Midgett, Public Works Director, 252-202-6202 (cell), 252-261-1367 (office).



Ivy Lane

Location: Ivy Lane is in the Kitty Hawk Landing sub-division off of W. Kitty Hawk Road in the village of Kitty Hawk, NC.

Repair areas are across from 4136 Ivy Ln, Adjacent to 4100 Ivy Ln, and adjacent to 4036 Ivy Ln.

Description: Ivy Lane is a class "A" (minimal traffic) "cul de sac" road with residential traffic and no through traffic. Garbage trucks also use this road twice weekly for garbage collection. The current surface has minimal, crown.

The road is comprised of a 2" hot-mix asphalt coat over an unknown base (probably clay) of unknown thickness.

There are three areas for repair.

Scope of Work: The contractor shall:

- Where marked, saw cut, dig out tree roots, fill with 6" compacted ABC stone and 2" compacted of SF 9.5 asphalt.
- Replacement of mailboxes, etc.
- Final dressing of shoulders.

The contractor shall be responsible for having all utilities located and for any repairs that may be necessary due to damage by the contractor.

The contractor shall ensure that the mail service is not interrupted.

Quality: The Town of Kitty Hawk will require a one (1) year warranty for the performed work.

Safety: The contractor shall follow all rules and regulations set by OSHA, the State of North Carolina, and Kitty Hawk Town Code, pertaining to the work being performed.

Point of Contact: W. S. Midgett, Public Works Director, 252-202-6202 (cell), 252-261-1367 (office).



80.02 ft

42.51 ft

PINELAND

Pineway Drive

Location: Pineway Drive is located in the Kitty Hawk Landing sub-division off of Ivy Lane in the village of Kitty Hawk, NC.

Description: Pineway Drive is a class "A" (minimal traffic) "cul de sac" road with residential traffic and no through traffic. Garbage trucks also use this road twice weekly for garbage collection. The current surface has minimal, crown.

The road is comprised of a 2" hot-mix asphalt coat over an unknown base (probably clay) of unknown thickness. It is appx. 2,213' (ft) long and 20' (ft) wide.

There are three areas marked for repair.

Scope of Work: The contractor shall:

- Where marked, saw cut, dig out tree roots, fill with 6" compacted ABC stone and 2" compacted of SF 9.5 asphalt.
- Replacement of mailboxes, etc.
- Final dressing of shoulders.

The contractor shall be responsible for having all utilities located and for any repairs that may be necessary due to damage by the contractor.

The contractor shall ensure that the mail service is not interrupted.

Quality: The Town of Kitty Hawk will require a one (1) year warranty for the performed work.

Safety: The contractor shall follow all rules and regulations set by OSHA, the State of North Carolina, and Kitty Hawk Town Code, pertaining to the work being performed.

Point of Contact: W. S. Midgett, Public Works Director, 252-202-6202 (cell), 252-261-1367 (office).



33,780

PINEWAY DR

46,150



Thick Ridge Road

Location: Thick Ridge Road is located at the Kitty Hawk Landing off of Tackle Ridge Drive in the village of Kitty Hawk, NC.

Description: Thick Ridge Road is a class “A” (minimal traffic) “cul de sac” road with residential traffic and no through traffic. Garbage trucks also use this road twice weekly for garbage collection.

The road is comprised of a 2” hot-mix asphalt coat over an unknown base (probably clay) of unknown thickness.

Scope of Work: The contractor shall:

- Where marked, saw cut, dig out tree roots, fill with 6” compacted ABC stone and 2” compacted of SF 9.5 asphalt.
- Replacement of mailboxes, etc.
- Final dressing of shoulders.

The contractor shall be responsible for having all utilities located and for any repairs that may be necessary due to damage by the contractor.

The contractor shall ensure that the mail service is not interrupted.

Quality: The Town of Kitty Hawk will require a one (1) year warranty for the performed work.

Safety: The contractor shall follow all rules and regulations set by OSHA, the State of North Carolina, and Kitty Hawk Town Code, pertaining to the work being performed.

Point of Contact: W. S. Midgett, Public Works Director, 252-202-6202 (cell), 252-261-1367 (office).

